

STATE OF CALIFORNIA - DEPARTMENT OF GENERAL SERVICES

**STANDARD AGREEMENT - AMENDMENT**

STD 213A (Rev. 4/2020)

 CHECK HERE IF ADDITIONAL PAGES ARE ATTACHED 1 PAGES

| AGREEMENT NUMBER | AMENDMENT NUMBER | Purchasing Authority Number |
|------------------|------------------|-----------------------------|
| 22-10264         | A02              |                             |

1. This Agreement is entered into between the Contracting Agency and the Contractor named below:

CONTRACTING AGENCY NAME

California Department of Public Health

CONTRACTOR NAME

Napa County

2. The term of this Agreement is:

START DATE

October 1, 2022

THROUGH END DATE

September 30, 2025

3. The maximum amount of this Agreement after this Amendment is:

\$ 2,828,653.00 Two Million Eight Hundred Twenty-Eight Thousand Six Hundred Fifty-Three Dollars

4. The parties mutually agree to this amendment as follows. All actions noted below are by this reference made a part of the Agreement and incorporated herein:

I. This amendment increases the contract by \$880.00, changing the total amount to read \$2,828,653.00, to better support the Contractor's needs, and is shifting funds in fiscal years 2 and 3 to accommodate anticipated expenses.

*All other terms and conditions shall remain the same.***IN WITNESS WHEREOF, THIS AGREEMENT HAS BEEN EXECUTED BY THE PARTIES HERETO.****CONTRACTOR**

CONTRACTOR NAME (if other than an individual, state whether a corporation, partnership, etc.)

Napa County

|   |  |             |              |
|---|--|-------------|--------------|
| CONTRACTOR BUSINESS ADDRESS<br>2751 Napa Valley Corporate Dr., Building B | CITY<br>Napa                               | STATE<br>CA | ZIP<br>94558 |
| PRINTED NAME OF PERSON SIGNING<br>Joelle Gallagher                        | TITLE<br>Chair of the Board of Supervisors |             |              |
| CONTRACTOR AUTHORIZED SIGNATURE   | DATE SIGNED                                |             |              |

**STATE OF CALIFORNIA**

CONTRACTING AGENCY NAME

California Department of Public Health

|   |                    |             |              |
|---|--------------------|-------------|--------------|
| CONTRACTING AGENCY ADDRESS<br>1616 Capitol Avenue, Suite 74.262, MS 1802, PO Box 997377 | CITY<br>Sacramento | STATE<br>CA | ZIP<br>95899 |
|---|--------------------|-------------|--------------|

|   |   |
|---|---|
| PRINTED NAME OF PERSON SIGNING<br>Joseph Torrez | TITLE<br>Chief, Contracts Management Unit |
|---|---|

|   |             |
|---|-------------|
| CONTRACTING AGENCY AUTHORIZED SIGNATURE | DATE SIGNED |
|---|-------------|

|  |                           |
|--|---------------------------|
| CALIFORNIA DEPARTMENT OF GENERAL SERVICES APPROVAL | EXEMPTION (If Applicable) |
|--|---------------------------|

Approved as to form:

Napa County Counsel

Dated: 4/3/2024

By: /S/ COREY S. UTSUROGI

Corey S. Utsurogi, Deputy

II. Exhibit A, Scope of Work, Provision 4 has been revised as follows:

**4. Project Representatives**

A. The project representatives during the term of this agreement will be:

| California Department of Public Health  | Napa County   |
|---|---|
| Joni Scott <b>Fleshman</b> ,<br>Contract Manager<br>Telephone: 916-928-8652<br>E-mail: <a href="mailto:joni.scott@cdph.ca.gov">joni.scott@cdph.ca.gov</a><br><a href="mailto:joni.fleshman@cdph.ca.gov">joni.fleshman@cdph.ca.gov</a> | Jennifer Yasumoto<br>Director of Health and Human Services<br>Telephone: 707-253-4678<br>E-mail: <a href="mailto:jennifer.yasumoto@countyofnapa.org">jennifer.yasumoto@countyofnapa.org</a> |

B. Direct all inquiries to:

| California Department of Public Health   | Napa County   |
|--|---|
| CDPH/WIC Division<br>Attention: Joni Scott <b>Fleshman</b> ,<br>Contract Manager<br>Local Services Branch<br>3901 Lennane Drive<br>Sacramento, CA 95834<br><br>Telephone: 916-928-8652<br>E-mail: <a href="mailto:joni.scott@cdph.ca.gov">joni.scott@cdph.ca.gov</a><br><a href="mailto:joni.fleshman@cdph.ca.gov">joni.fleshman@cdph.ca.gov</a> | Attention: Heidi Merchen,<br>Public Health Administrative Manager (interim<br>WIC Director), MBA<br>2751 Napa Valley Corporate Dr., Bldg B<br>Napa, CA 94558<br><br>Telephone: 707-299-2168<br>E-mail: <a href="mailto:heidi.merchen@countyofnapa.org">heidi.merchen@countyofnapa.org</a> |

C. All payments from CDPH to the Contractor; shall be sent to the following address:

| Remittance Address  |
|---|
| Federal ID #: 94-6000525  |
| FI\$CAL ID #: 00000004887   |
| Contractor: Napa County   |
| Attention: Treasurer  |
| Address: 2751 Napa Valley Corporate Dr., Bldg B   |
| Contract Number: 22-10264 A01 <b>A02</b>  |
| Email: <a href="mailto:cheryl.parker@countyofnapa.org">cheryl.parker@countyofnapa.org</a> |

D. Either party may make changes to the information above by giving written notice to the other party. Said changes shall not require an amendment to this agreement but will require a new CDPH 9083 Governmental Entity Taxpayer ID Form or STD 204 Payee Data Record form. The completed form must be submitted to the Contract Manager for processing.

III. Exhibit B, Budget Detail and Payment Provisions has been revised as follows:

**F. Amounts Payable**

The amounts payable under this Agreement shall not exceed:

**\$ 2,827,773.00 \$ 2,828,653.00** for the budget period of 10/01/2022 through 09/30/2025.

IV. Exhibit B, Attachment I, Budget Detail has been replaced in its entirety.

Exhibit B, Attachment I  
Budget Detail  
October 1, 2022 - September 30, 2025

| PERSONNEL   | Exhibit A, SOW 8               | Exhibit A, Attach I | Minimum Base Annual Salary | Amended Minimum Base Annual Salary | Maximum Base Annual Salary | Amended Maximum Base Annual Salary | Year 1 10/1/2022 - 9/30/2023 |                 |                 |           | Year 2 10/1/2023 - 9/30/2024 |                 |             |                         | Year 3 10/1/2024 - 9/30/2025 |           |                 |                 | Total       | Total Budget Adj.       | Amended Total |                   |               |          |           |
|---|--------------------------------|---------------------|----------------------------|------------------------------------|----------------------------|------------------------------------|------------------------------|-----------------|-----------------|-----------|------------------------------|-----------------|-------------|-------------------------|------------------------------|-----------|-----------------|-----------------|-------------|-------------------------|---------------|-------------------|---------------|----------|-----------|
|   |                                |                     |                            |                                    |                            |                                    | FTE                          | Budgeted Amount | FTE             | FTE Adj.  | Amended FTE                  | Budgeted Amount | Budget Adj. | Amended Budgeted Amount | FTE                          | FTE Adj.  | Amended FTE     | Budgeted Amount | Budget Adj. | Amended Budgeted Amount |               |                   |               |          |           |
| WIC Position Title  |                                |                     |                            |                                    |                            |                                    |                              |                 |                 |           |                              |                 |             |                         |                              |           |                 |                 |             |                         |               |                   |               |          |           |
| Public Health Manager ②                                   | 1-22                           | 5                   | 120,973                    | 147,014                            | 147,014                    | 147,014                            | 0.10                         | 14,775          | 0.10            | 0.30      | 0.40                         | 15,071          | 39,937      | 55,008                  | 0.10                         | 0.30      | 0.40            | 15,372          | 39,471      | 54,843                  | 45,218        | 79,408            | 124,626       |          |           |
| WIC Coordinator/Nutrition Supervisor ②                    | 1-22                           | 1-8                 | 84,573                     | 101,358                            | 101,358                    | 101,358                            | 1.00                         | 88,080          | 1.00            |           | 1.00                         | 93,678          | (13,230)    | 80,448                  | 1.00                         |           | 1.00            | 97,973          | (15,780)    | 82,193                  | 279,731       | (29,010)          | 250,721       |          |           |
| Staff Services Analyst II ②                               | 2,3,5-13,15,17,21,22           | 7,8                 | 77,896                     | 93,080                             | 93,080                     | 93,080                             | 0.50                         | 44,974          | 0.50            | (0.50)    | 0.00                         | 45,873          | (45,873)    | -                       | 0.50                         | (0.50)    | 0.00            | 46,791          | (46,791)    | -                       | 137,638       | (92,664)          | 44,974        |          |           |
| Public Health Nutritionist ②                              | 1-3,5-9,12,14,15,21,22         | 1-5,7,8             | 76,461                     | 91,458                             | 91,458                     | 91,458                             | 0.96                         | 82,702          | 0.96            | (0.96)    | 0.00                         | 88,447          | (88,447)    | -                       | 0.96                         | (0.96)    | 0.00            | 91,915          | (91,915)    | -                       | 263,064       | (180,362)         | 82,702        |          |           |
| Health Education Specialist ①②                            | 1-3,6-9,12,14,15,21,22         | 1-8                 | 73,195                     | 87,443                             | 87,443                     | 87,443                             | 1.00                         | 89,978          | 1.00            | 1.00      | 2.00                         | 91,777          | 48,431      | 140,208                 | 1.00                         | 1.00      | 2.00            | 93,613          | 47,304      | 140,917                 | 275,368       | 95,735            | 371,103       |          |           |
| Community Aide ①②   | 1,2,6,8,9,12,14,15,21,22       | 1-5,8               | 48,506                     | 57,429                             | 57,429                     | 57,429                             | 3.00                         | 152,610         | 3.00            | (3.00)    | 0.00                         | 132,810         | (132,810)   | -                       | 3.00                         | (3.00)    | 0.00            | 117,348         | (117,348)   | -                       | 402,768       | (250,158)         | 152,610       |          |           |
| Senior Office Assistant ①②                                | 1,2,6,8,9,12,15,17,18,19,21,22 | 3-5,8               | 52,957                     | 62,858                             | 62,858                     | 62,858                             | 1.60                         | 101,470         | 1.60            |           | 1.60                         | 104,479         | (17,935)    | 86,544                  | 1.60                         |           | 1.60            | 106,569         | (22,637)    | 83,932                  | 312,518       | (40,572)          | 271,946       |          |           |
| Office Assistant II ①②                                    | 1,2,6,8,12,15,17,19,21,22      | 3-5,8               | 48,776                     | 57,637                             | 57,637                     | 57,637                             | 1.00                         | 51,189          | 1.00            |           | 1.00                         | 53,529          | (9,445)     | 44,084                  | 1.00                         |           | 1.00            | 55,843          | (10,510)    | 45,333                  | 160,561       | (19,955)          | 140,606       |          |           |
| WIC Nutrition Assistant I ①②                              | 1,2,6,8,9,12,14,15,21,22       | 1-5,8               | 59,571                     | 70,491                             | 70,491                     | 70,491                             |                              |                 |                 |           | 2.00                         | 2.00            | 95,684      | 95,684                  |                              |           |                 | 0.00            |             |                         | -             | -                 | 95,684        |          |           |
| WIC Nutrition Assistant II ①②                             | 1,2,6,8,9,12,14,15,21,22       | 1-5,8               | 63,502                     | 75,129                             | 75,129                     | 75,129                             |                              |                 |                 |           | 2.00                         | 2.00            | 100,884     | 100,884                 |                              |           |                 | 4.00            | 4.00        |                         | 198,618       | 198,618           | 299,502       |          |           |
| Overtime ③  |                                |                     |                            |                                    |                            |                                    |                              |                 |                 |           | 0.00                         |                 |             |                         |                              |           | 0.00            |                 |             |                         |               | -                 |               |          |           |
| Salaries and Wages  |                                |                     |                            |                                    |                            |                                    |                              |                 |                 |           | 0.00                         |                 |             |                         |                              |           | 0.00            |                 |             |                         |               | -                 |               |          |           |
| Total FTE   |                                |                     |                            |                                    |                            |                                    |                              | 9.16            |                 | 9.16      | 0.84                         | 10.00           |             | 625,778                 |                              | 9.16      | 0.84            | 10.00           |             | 625,424                 | (19,588)      | 605,836           | 1,876,866     | (42,392) | 1,834,474 |
| Fringe Benefits ④   |                                |                     |                            |                                    |                            |                                    |                              | Percent         | Budgeted Amount | Percent   | Amended Percent              | Budgeted Amount | Budget Adj. | Amended Budgeted Amount | Percent                      | Percent   | Amended Percent | Budgeted Amount | Budget Adj. | Amended Budgeted Amount | Total         | Total Budget Adj. | Amended Total |          |           |
| TOTAL PERSONNEL (paid by State WIC contract)              |                                |                     |                            |                                    |                            |                                    |                              | 48.72351%       | 304,901         | 48,75070% | 54,44930%                    | 305,015         | 23,238      | 328,253                 | 48,80780%                    | 53,69070% | 305,255         | 20,022          | 325,277     | 915,171                 | 43,260        | 958,431           |               |          |           |
| Total In-Kind for Personnel ⑫                             |                                |                     |                            |                                    |                            |                                    |                              |                 | 930,679         |           | 930,679                      | 434             | 931,113     |                         |                              |           | 930,679         | 434             | 931,113     | 2,792,037               | 868           | 2,792,905         |               |          |           |
| OPERATING   | Exhibit A, SOW 8               | Exhibit A, Attach I |                            |                                    |                            |                                    |                              |                 |                 |           |                              |                 |             |                         |                              |           |                 |                 |             |                         |               |                   |               |          |           |
| General Expenses ⑤  | 5-7,17-21,23                   | 1-10                |                            |                                    |                            |                                    |                              |                 |                 |           |                              |                 |             |                         |                              |           |                 |                 |             |                         |               |                   |               |          |           |
| Travel ⑥  | 8                              | 1-10                |                            |                                    |                            |                                    |                              |                 |                 |           |                              |                 |             |                         |                              |           |                 |                 |             |                         |               |                   |               |          |           |
| Training  | 4,5,7,17,21,23                 | 1-10                |                            |                                    |                            |                                    |                              |                 |                 |           |                              |                 |             |                         |                              |           |                 |                 |             |                         |               |                   |               |          |           |
| Outreach/Media/Promotion                                  | 17                             | 1-10                |                            |                                    |                            |                                    |                              |                 |                 |           |                              |                 |             |                         |                              |           |                 |                 |             |                         |               |                   |               |          |           |
| Facility Costs (see Exhibit B, Attach II for breakdown) ⑦ | 11,23                          | 1-10                |                            |                                    |                            |                                    |                              |                 |                 |           |                              |                 |             |                         |                              |           |                 |                 |             |                         |               |                   |               |          |           |
| TOTAL OPERATING (paid by State WIC contract)              |                                |                     |                            |                                    |                            |                                    |                              |                 |                 |           |                              |                 |             |                         |                              |           |                 |                 |             |                         |               |                   |               |          |           |
| Total In-Kind for Operating ⑫                             |                                |                     |                            |                                    |                            |                                    |                              |                 | 111,826         |           | 115,180                      |                 | 115,180     |                         |                              |           | 118,636         |                 | 118,636     | 345,642                 | -             | 345,642           |               |          |           |
| CAPITAL EXPENDITURES ⑧ (Unit Cost of \$5,000 or More)     | Exhibit A, SOW 8               | Exhibit A, Attach I |                            |                                    |                            |                                    |                              |                 |                 |           |                              |                 |             |                         |                              |           |                 |                 |             |                         |               |                   |               |          |           |
| Equipment ⑨   | 6,17,18,20,21                  | 1-10                |                            |                                    |                            |                                    |                              |                 |                 |           |                              |                 |             |                         |                              |           |                 |                 |             |                         |               |                   |               |          |           |
| Vehicles ⑩  | 8,17-19                        | 1-10                |                            |                                    |                            |                                    |                              |                 |                 |           |                              |                 |             |                         |                              |           |                 |                 |             |                         |               |                   |               |          |           |
| TOTAL CAPITAL EXPENDITURES (paid by State WIC contract)   |                                |                     |                            |                                    |                            |                                    |                              |                 |                 |           |                              |                 |             |                         |                              |           |                 |                 |             |                         |               |                   |               |          |           |
| Total In-Kind for Capital Expenditures ⑫                  |                                |                     |                            |                                    |                            |                                    |                              |                 |                 |           |                              |                 |             |                         |                              |           |                 |                 |             |                         |               |                   |               |          |           |
| OTHER COSTS ⑪   | Exhibit A, SOW 8               | Exhibit A, Attach I |                            |                                    |                            |                                    |                              |                 |                 |           |                              |                 |             |                         |                              |           |                 |                 |             |                         |               |                   |               |          |           |
| TOTAL OTHER COSTS (paid by State WIC contract)            |                                |                     |                            |                                    |                            |                                    |                              |                 |                 |           |                              |                 |             |                         |                              |           |                 |                 |             |                         |               |                   |               |          |           |
| Total In-Kind for Other Costs ⑫                           |                                |                     |                            |                                    |                            |                                    |                              |                 |                 |           |                              |                 |             |                         |                              |           |                 |                 |             |                         |               |                   |               |          |           |
| INDIRECT  |                                |                     |                            |                                    |                            |                                    |                              | Percent         | Budgeted Amount | Percent   | Amended Percent              | Budgeted Amount | Budget Adj. | Amended Budgeted Amount | Percent                      | Percent   | Amended Percent | Budgeted Amount | Budget Adj. | Amended Budgeted Amount | Total         | Total Budget Adj. | Amended Total |          |           |
| Total Personnel Costs                                     |                                |                     |                            |                                    |                            |                                    |                              | 1.28000%        | 11,912          | 1.28000%  | 6                            | 11,912          | 6           | 11,918                  | 1.28000%                     | 6         | 11,912          | 6               | 11,918      | 35,736                  | 12            | 35,748            |               |          |           |
| TOTAL INDIRECT (paid by State WIC contract)               |                                |                     |                            |                                    |                            |                                    |                              |                 | 11,912          |           | 11,912                       | 6               | 11,918      |                         |                              |           | 11,912          | 6               | 11,918      | 35,736                  | 12            | 35,748            |               |          |           |
| Total In-Kind for Indirect ⑫                              |                                |                     |                            |                                    |                            |                                    |                              |                 | 98,318          |           | 101,268                      |                 | 101,268     |                         |                              |           | 104,306         |                 | 104,306     | 303,892                 | -             | 303,892           |               |          |           |
| TOTAL BUDGET (paid by State WIC contract)                 |                                |                     |                            |                                    |                            |                                    |                              |                 | \$ 942,591      |           | \$ 440                       | \$ 942,591      | \$ 440      | \$ 943,031              |                              |           | \$ 942,591      | \$ 440          | \$ 943,031  | \$ 2,827,773            | \$ 880        | \$ 2,828,653      |               |          |           |
| Total In-Kind for All Budget Line-Items ⑫                 |                                |                     |                            |                                    |                            |                                    |                              |                 | \$ 231,233      |           | \$ 273,379                   | \$ 324,434      | \$ 597,813  |                         |                              |           |                 |                 |             |                         |               |                   |               |          |           |



State of California—Health and Human Services Agency  
California Department of Public Health

TOMÁS J. ARAGÓN, MD, DrPH  
Director and State Public Health Officer



GAVIN NEWSOM  
Governor

**Date:** February 9, 2024

**TO:** Napa County

**FROM:** California Department of Public Health (CDPH)

**SUBJECT:** Contract # 22-10264 A02

Please find the above-referenced Contract Agreement between the California Department of Public Health and Napa County, attached for your review and signature.

**IMPORTANT:** The Agreement is an Adobe Acrobat PDF document with "READ ONLY" attributes. Please do not alter this Agreement for any reason. If you encounter any problems or find that a correction is needed, please contact your Contract Manager immediately.

To approve this Agreement, submit one (1) electronic copy (**do not mail in hard copies**) of each document listed below to the following mailbox: [LocalContracts@cdph.ca.gov](mailto:LocalContracts@cdph.ca.gov). Please title the email Subject line: Signed Agreement for 22-10264 A02 (Napa).

- One (1) signed copy of the Standard Agreement - Amendment (STD 213A). This document can be signed electronically or physically signed, scanned and returned via email.
- One (1) signed copy of the Board Resolution/Order/Motion, ordinance or other similar document authorizing execution of the Agreement and any signatory designees.
- One (1) signed copy of the Contractor's current insurance policy certificates and endorsements.

In an effort to expedite this Contract Agreement through the approval process, we request that the items listed above be returned no later than **three weeks from the date of this letter**, in order to avoid disruption in services. Failure to sign and submit the required forms by the date indicated will result in delayed approval of your Agreement.

Please contact your Contract Manager if you have any questions or will need additional time to return the signed documents.



CDPH Women, Infants and Children (WIC) Division  
3901 Lennane Drive, MS 8600, Sacramento, CA 95834  
P.O. Box 997375, MS 8600, Sacramento, CA 95899-7375  
(916) 928-8500 | [www.wicworks.ca.gov](http://www.wicworks.ca.gov)



Thank you,

***Contract and Procurement Support Branch***

Attachments

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